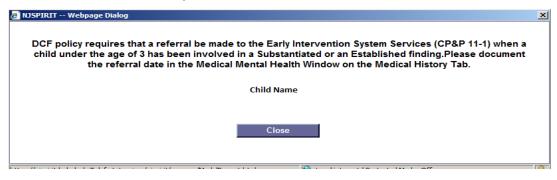
How to Document a Referral to Early Intervention Services

Requirement: If a child under 3 years of age is a victim in a substantiated or established incident of child abuse or neglect, CP&P must refer that child to the New Jersey Early Intervention System (NJEIS) in his or her county of residence.

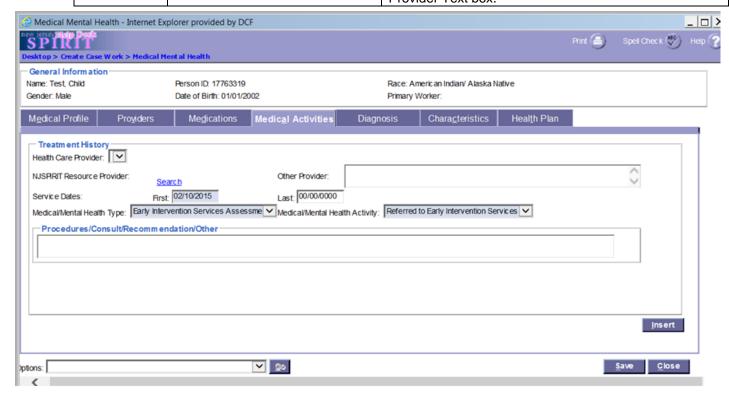
Note: If at the conclusion of your investigation a child meets the criteria for a referral and the EIS referral has not been documented correctly in NJS, a pop up window will remind you to make the referral and to document it in NJ Spirit.







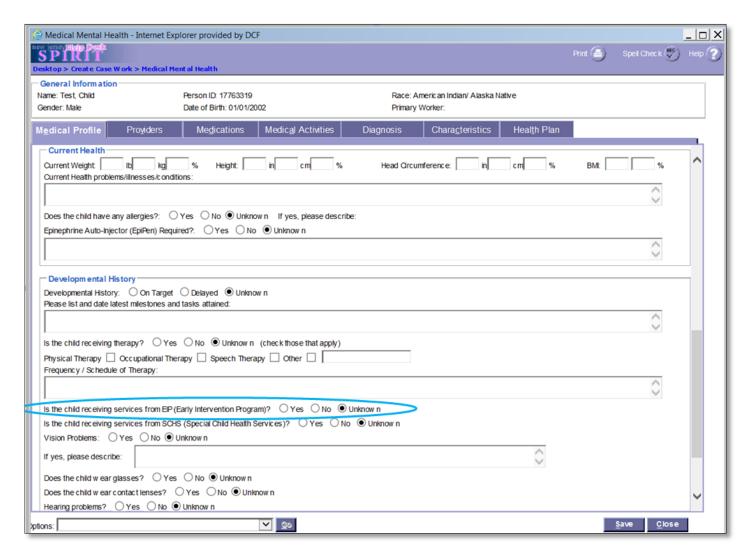
Go to the Medical Mental Health Window > Medical Activities Tab> Click Insert			
	Field	What do I enter?	
Step 1	Service Dates	Date of the Referral	
Step 2	Medical/Mental Health Type	Early Intervention Services Assessment	
Step 3	Medical/Mental Health Activity	Referred to Early Intervention Services	
Step 4	NJSPIRIT Resource Provider	Search for EIS Provider or enter Provider Name in	



Don't Forget to also Document when a Child is Receiving Early Intervention Services!



Go to the Medical Mental Health Window > Medical Profile Tab > Developmental History Group Box				
	Field	What do I enter?		
	Is the child receiving services from EIP (Early Intervention Program)?	Yes		





Questions? Contact Nicole.Ruiz@dcf.state.nj.us